

REGULAR MEETING  
BUDGET AND FINANCE COMMITTEE  
JULY 11, 2007 – 2:00 P.M.  
TRIBAL OFFICE BOARDROOM

1. Call to Order and Roll Call. CHAIRPERSON Karen Washinawatok called the meeting to order at 2:00 p.m. MEMBERS PRESENT: Joan Delabreau, Eugene Caldwell, Jeremy Weso, Kathy Kaquatosh, Dan Maine, Harold Wilkes and Jamie Perez. Also present: Sue Thunder, Robert Tucker, Michael Skenadore, Gary Pyawasay, Annette Westphal, Devin Wynos, Jennifer Gauthier, Susan Waukau and Joyce Kotschi.
2. Moment of Silence. A moment of silence was observed.
3. Approval of Minutes dated June 6, 2007.

Harold Wilkes commented that he is not the Chairman of the United Way Board. This will be updated.

**Motion made by Joan Delabreau to approve the minutes dated June 6, 2007. Second was by Harold Wilkes. All those in favor of the motion signify by saying aye. Motion carried; 7 for, 0 opposed, 0 abstentions and 0 absent.**

4. Request to access revenue generated by CBRF funding.

**Motion made by Joan Delabreau to table item # 4 Request to access revenue generated by CBRF funding until Aging is present. Second was by Eugene Caldwell. All those in favor of the motion signify by saying aye. Motion carried: 7 for, 0 opposed, 0 abstentions and 0 absent.**

- 5 FY 2007 Tribal Budget Status: Review and Recommendations.

Michael Skenadore informed the Committee that the Head Start has laid-off staff as a cost saving measure. Outside of the normal layoffs that occur during the summer months; two maintenance staff members and the administrative assistant have taken voluntary layoffs for the month of July.

The maintenance staff has completed the majority of work necessary in order to open up the school for the fall schedule. A summer youth worker is taking care of the outside maintenance.

Mr. Skenadore is working with Administration/Finance to obtain the bottom shortfall figure.

Head start has received grants that will be able to cover payroll for the month of July, 2007.

One of the shortfalls in the program was the additional transportation costs. The Head start entered in a MOU with the Transportation Department which costs included adding fringe for the part time bus drivers and buses were needed to run to Shawano for 24 students. If the buses did not pick up these 24 students, the Head start program would need to be shut down 2 classrooms; 2 teachers would need to be laid off and funds would need to be returned to the funding sources.

Robert Tucker was present to inform the Committee of the Tribal School layoffs and that he is presently working with Administration/Finance to get the bottom shortfall figure.

The Tribal Legislature was not informed that there were going to be any layoffs. The protocol that had been established will be updated to keep the Legislature informed.

There are two additional shortfalls that Administration is aware of: Aging and Language and Culture.

Joyce informed the committee that they are experiencing a shortfall due to full capacity at the CBRF. The shortfall amount is \$12,200.00. \$6,000 is due to 2 CNA's that were on disability for a total of 20 weeks and as the facility is 24 hours, there was the need to hire staff while they were gone. Also, the CBRF is at full capacity with a waiting list and the food bills have escalated.

Language and Culture expenses have increased due to the move to the Recreation Center and a report will be provided at the next meeting.

Administration will contact the Directors who have surplus in their budgets if they would be willing to return the funds back to the general fund in order to prevent shortfalls in other programs.

**Motion made by Joan Delabreau to return to the agenda. Second was by Jamie Perez. All those in favor of the motion signify by saying aye. Motion carried: 7 for, 0 opposed, 0 abstentions and 0 absent.**

4. Request to access revenue generated by CBRF funding.

Joyce Kotschi was present to request that the Aging Division/Wolf River CBRF be allowed to access 100% of the excess revenue that was generated in order to provide services for the Menominee elders. These services include a 24-hour CBRF housing facility along with two meal sites.

Some of the revenue will be used for maintenance on the CBRF building, carpeting, furnishing, new beds, linens, cost of food for the two meal sites and the CBRF. There is also no money available to upkeep or upgrade the facility. (The building is 13 years old).

Kathy Kaquatosh informed the committee that this can be done by placing the excess revenue in a restricted fund to be accessed by the Aging Division. One of the programs that are already doing this is Day Care.

Ms. Kotschi informed the Committee that she is experiencing a shortfall due to the amount that was given to her at the beginning of the year and if she is allowed access to her excess revenue; she would not have a shortfall.

**Motion made by Joan Delabruue to recommend to the Legislature that since the Aging Division has met their revenue projection for Fiscal Year 2007 budget of \$94,800.00; that any remaining revenue that they generate be made available to them thru the restricted budget. Second was by Dan Maine. All those in favor of the motion signify by saying aye. Motion carried: 7 for, 0 opposed, 0 abstentions and 0 absent.**

The revenue cap has been set including the total amount of revenue anticipated by the Aging Division. When Ms. Kotschi submits her budget request, she will need to expense the full amount in order to access her full revenue amount.

6. FY 2008 Tribal Budget: Review and Recommendations.

Jeremy Weso handed out disks on the budgets. Mr. Weso informed the Committee that the binders were not the final budget request. The budget requests totaled over 4 million dollars. Administration has handed out spreadsheets showing cuts that they have done and the figure is now 978,000.00. Administration is looking for further recommendations from the Committee to find out how to proceed.

**Motion made by Joan Delabreau that the budgets go back to the Director's by Administration informing them to roll back to FY 2007 allocation and that they bring their budgets forward with the proper percentage increase from the FY 2008 revenue and should any Director need additional funds (exceeding the revenue cap) they have a spreadsheet outlining their additional request and the need for services that the money will involve. Second was by Eugene Caldwell. All those in favor of the motion signify by saying aye. Motion carried: 6 for, 0 opposed, 1 abstention (Weso) and 0 absent.**

7. Other Business.

Casino expansion –

Eugene Caldwell informed the Committee that they need to look at setting aside money for when the Casino does the construction/renovation for future budget support. The amount needed will be 2 million dollars.

The support money will still be transferred to the Tribe and it will be placed into a restricted account.

**Motion made by Joan Delabreau to recommend to the Legislature to allow the Menominee Casino/Bingo/Hotel 's excess revenue from the 2007 budget be set aside in a restricted account for future Casino transfers and not go into the general fund. Second was by Eugene Caldwell. All those in favor of the motion signify by saying aye. Motion carried: 7 for, 0 opposed, 0 abstentions and 0 absent.**

Trani Estate survey –

Jeremy Weso handed out the results of a Tribal Legislature survey requesting their opinions on what they would like to see done with the Trani dollars. Education, Cultural and economics were the front runners in the survey.

Most of the responses reflect that the principal is not to be touched and a scholarship should be given in her name and to have funds available for land acquisition.

**Motion made by Joan Delabreau to recommend to the Legislature that the Trani funds be split in half and establishes trust funds for education and land acquisition. Second was by Kathy Kaquatosh. All those in favor of the motion signify by saying aye. Motion carried: 6 for, 0 opposed, 1 abstention (Weso) and 0 absent.**

**Motion made by Dan Maine to recommend to the Legislature that 10 % of the earning will always be retained in the account in any given year to allow for growth of the endowment. Second was by Eugene Caldwell. All those in favor of the motion signify by saying aye. Motion carried: 6 for, 0 opposed, 1 abstention (Weso) and 0 absent.**

Once Dan Maine can get a forecast into how much each trust fund holds the Committee can further look into what can actually be used.

A special meeting has been set for Wednesday, July 25, 2007 starting at 3pm for FY 2008 budget hearings.

8. Adjournment.

**Motion made by Jeremy Weso/Dan Maine to adjourn the meeting.**

Meeting adjourned at 4 p.m.

Respectfully submitted by,

Linda Peters, Recorder  
Legislative Staff